

## MINUTES

### CORRECTIONS STANDARDS AUTHORITY MEETING THURSDAY, DECEMBER 13, 2007

**600 BERCUT DRIVE  
SACRAMENTO, CA 95811  
(916) 445-5073**

Meeting held at: Sacramento Police Training Facility  
570 Bercut Drive, Suite C, River Oak Conference Room  
Sacramento, CA 95811

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Mr. James Tilton, Chairman of the Corrections Standards Authority, welcomed all members and guests to the special session of the CSA board meeting. The purpose of this meeting was to take action on time sensitive agenda items. The meeting was called to order at 8:00a.m.

Mr. C. Scott Harris, Jr., Executive Director of the Corrections Standards Authority (CSA) directed Ms. Maria Rodriguez, Executive Assistant (A) of CSA to take roll call. The following members were in attendance:

Mr. James Tiltion	Mr. Scott Kernan	Mr. Bernard Warner
Mr. David Bacigalupo	Mr. Robert Hernandez	Mr. Ed Prieto
Mr. Gary Penrod	Mr. William Powers	Ms. Adele Arnold
Mr. John Ingrassia	Ms. Kim Petersen	Ms. Carol Biondi
Mr. Cleotha Adams	Ms. Karrie Eckhardt	Mr. Travis Townsey
Ms. Pamela M. Gilyard		

#### ABSENCE OF BOARD MEMBERS

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Due to conflict of schedules Ms. Linda Penner and Mr. Max L. Scott would not be attending and Dr. Mimi H. Silbert did not attend due to medical concerns.

**Motion to excuse absences was made by Mr. James Tilton  
and seconded by Mr. William Powers.**

#### 2008 CSA MEETING SCHEDULE

#### (AGENDA ITEM A)

Mr. Gary Wion, Deputy Director presented proposed dates and locations for the CSA's 2008 meetings. This agenda item was carried over from the November 8, 2007 CSA Board meeting. A proposed calendar for the 2008 meeting dates and locations was presented to the Board at that meeting, but some conflicts were identified and discussed.

The Board approved the January 10, 2008 meeting date and location, and staff was directed to provide an alternate schedule addressing the conflicts. The location of the meetings is up to the Board's discretion. Historically, three of the six scheduled meetings are held in Sacramento. The remaining three meetings are held on an alternative basis and between southern and central California.

The locations for the alternate 2008 CSA Board meetings consist of Sacramento in January and May at the CSA, at the San Mateo County Juvenile Hall in March, at the San Bernardino County Jail in July, at the Alameda County Juvenile Hall in September, and at the Sacramento County Juvenile Hall in November.

Mr. Tilton asked if the January 10<sup>th</sup> start time of the CSA meeting could possibly be adjusted to coordinate with the Governor's Budget Release on that day.

**A motion to approve the alternate 2008 CSA meeting dates and locations was made by Mr. Ed. Prieto and seconded by Mr. William Powers. The motion carried.**

ENHANCED DISPROPORTIONATE MINORITY CONTACT ASSISTANCE PROJECT REQUEST  
FOR PROPOSAL **(AGENDA ITEM B)**

Shalinee Hunter, CSA Correctional Consultant presented this action item explaining the implementation of a pioneering approach to reducing youth of color coming into contact with the juvenile justice system through a three phase approach in five jurisdictions throughout California. The Board approved undertaking a process evaluation of the Enhanced DMC-TAP grant. Ms. Hunter then introduced her writing partner, Field Representative Kim Bushard. Ms. Bushard stated there are currently five counties involved in the Enhanced DMC-technical project and that the Board authorized CSA Staff to move forward with an RFP for 200,000 dollars for a process evaluation of an enhanced DMC-TAP. The RFP was released on September 14<sup>th</sup> with a due date of November 12<sup>th</sup>. Being presented during this meeting was a recommendation directly from the DMC subcommittee members. Based on the DMC subcommittee recommendation the raters put this process together. Attachment A showed the RFP process. Seven proposals were submitted. Based on the rating process by the DMC subcommittee, staff suggested a grant award of 199,648 dollars be distributed to the associates. The three phases of the process are one group development, two collaboration and three implementation. They will focus on the training piece and quantitative and qualitative analysis with consultants in focus groups.

**A motion to grant the award of 199,648 dollars was made by Mr. Gary Penrod and seconded by Ms. Carol Biondi. The motion carried.**

SENATE BILL 81 JUVENILE FACILITY CONSTRUCTION FUNDING UPDATE  
(AGENDA ITEM C)

Executive Director Mr. C. Scott Harris, Jr. introduced Agenda Item C, Request to Establish Executive Steering Committee, Local Juvenile Facilities Construction. Deputy Director Bob Takeshta presented this item. On November 8, 2007 staff was directed to come to this special session with recommendations for the Chair, Co-chairs and membership for an Executive Steering Committee (ESC) to oversee the implementation of Senate Bill 81, legislation that authorizes \$100 million to finance the construction of local youthful offender rehabilitative facilities. A motion was made to approve Chief Probation Officer Linda Penner as Chair and Chief Probation Officer Adele Arnold and Public Member Carol Biondi as Co-chairs to the ESC. Attachment A of this agenda shows the proposed membership of the ESC (once a Sheriff for the ESC is chosen, it will be presented to the Board for final approval).

A motion was made to authorize staff to develop a youthful offender rehabilitative facility funding process with further direction to provide a progress update on the process at the next regularly scheduled Board meeting.

**A motion to approve staff recommendations was made**  
**by Mr. John Ingrassia and seconded by Mr. Ed Prieto.**  
**The motion carried.**

COUNTY FACILITIES CONSTRUCTION DIVISION AMENDED REQUEST FOR  
PROPOSALS – ASSEMBLY BILL (AB) 900 (AGENDA ITEM D)

Executive Director C. Scott Harris, Jr. introduced Agenda Item D, AB 900 Jail Construction, seeking approval of the Request for Proposals (RFP) and related draft regulations. Deputy Director Bob Takeshta presented the item.

Deputy Director Bob Takeshta indicated that on November 1, 2007 CSA issued the preliminary RFP for jail construction funding to the field and on November 8, 2007, the CSA Board was provided an update regarding the Executive Steering Committee (ESC) process. A feedback session was held on November 14 in Sacramento to allow for public comment. As a result of that meeting, the Chair and Co-chair, with concurrence from the ESC, authorized revisions to the RFP including increasing the set-asides for small and medium counties and increasing the preference points from 75 to 150 for counties that assist the State in siting reentry facilities and recommending graduated point values depending on counties' level of assistance. The preference points for assisting the State in siting mental health day treatment and crisis care and/or providing a continuum of care to parolees at the conclusion of their period of parole remained at 50 points but with a graduated scale.

With respect to the draft regulations, staff requested a deferral of this item to the January 10, 2008 meeting. Staff anticipates changes to the draft regulations that the Board will need to approve prior to submittal to the Office of Administrative Law.

Secretary Tilton indicated that he had received letters from the Governor and Legislators emphasizing their intent of AB 900 – to site reentry facilities. A number of Legislators also questioned whether the point system for preference was adequate. Secretary Tilton recommended doubling the points to a maximum of 300 to support the reentry siting effort.

Public Comment:

Calaveras County Sheriff Dennis Downum stated that historically counties have been able to compete for 75% of funding for their jail construction projects. Counties need this ability now as well. He indicated that Calaveras County needs at least \$30 million for their project; the current \$20 million cap leaves a \$10 million deficit for the county. He urged the Board to raise the cap to \$30 million cap for small counties.

San Joaquin County Sheriff Steve Moore asked the Board to consider an \$80 million cap for all counties, suggesting that each county be responsible for making their case for the money.

Jerry Scribner, City of Santee representative, cited two major concerns with the amended RFP. First, the formula for cost-effectiveness is based upon the total amount of state funds requested. They believe that it should be based on project costs to reflect language in AB 900; failing to do this could result in litigation. Secondly, the RFP should require counties to disclose if they are the subject of pending litigation that could delay their construction project.

Secretary Tilton stated that there is an incentive for counties that make maximum use of state and local funding in that there are more points given for a greater local cash match contribution. Deputy Director Bob Takeshta asked CSA Corrections Consultant Dr. John Berner to explain how the points for cost effectiveness and cash match are calculated.

Board member Sheriff Ed Prieto provided background on the work of the ESC indicating that it was their intent to spread the available funding out as far as possible. One way of doing that was to establish set-asides for small, medium and large counties. They saw their duty as developing a process to assure that the legislatively mandated 4,000 jail beds be built with the available funding.

Secretary Tilton requested information on how jail needs would be verified. Staff indicated that counties are required to prepare a needs assessment. The needs assessment would be evaluated by the ESC, then each member would assign up to 250 points depending on how well counties have made their case.

The Board discussed the merits of increasing to 150 the preference points for siting a reentry facility as defined in the proposal; 300 points for full identification of a site that

meets the California Department of Corrections and Rehabilitation needs. They also discussed doubling the preference points for assisting the State in siting mental health day treatment and crisis care and/or providing a maximum of continuum of care to parolees at the conclusion of their period of parole from 50 to 100 preference points.

Two funding set-asides were discussed; \$100 million for small counties and \$650 million for medium and large counties (the medium and large counties would be competing with each other for those funds). The recommended project cap for state funding would be \$100 million for large counties, \$80 million for medium counties and \$30 million for small counties. The Board was reminded that AB 900 allows small counties to request a reduction in the 25% match. There was recognition that modifying the original set-asides could result in fewer projects and a possible inability to reach the legislative bench mark of 4,000 jail beds to get to Phase II funding. It was also acknowledged that there is not enough money in AB 900 to address California's jail needs. Mr. Tilton indicated that this is only the first step for real prison reform in California.

There was further discussion regarding the timeline to provide CSA and CDCR with the site assurance for both the local jail and for reentry facilities. It was agreed that counties should provide CDCR with the siting agreement for the reentry facilities not later than 90 days following the CSA's notice of Intent to Award. Timeline delays shall be brought to the CSA Board. It was also agreed that the site assurance for the local jail should be provided to the CSA not later than 90 days following the CSA's notice of Intent to Award (this was increased from the previously stipulated 30 days).

A motion was made to incorporate the above amendments:

- Two set-asides of \$100 million for small counties and \$650 million for medium and large counties.
- Funding caps of \$30 million for small counties, \$80 million for medium counties and \$100 million for large counties.
- Doubling the preference points for assisting the State in siting reentry facilities from 150 to 300 points (maximum points for signing a siting agreement with CDCR).
- Doubling the maximum preference points for assisting the State in siting mental health day treatment and crisis care and/or providing a continuum of care to parolees at the conclusion of their period of parole from 50 to 100 points.
- Requiring the siting assurance for both reentry facilities and the local jail facility within 90 days following the CSA's notice of Intent to Award.

**The motion was made by Mr. Scott Kernan and seconded by Mr. Ed Prieto, in addition a Roll Call Vote was made and Unanimously Approved.**  
**The motion carried.**

An announcement was made informing everyone the next CSA board meeting is scheduled for January 10<sup>th</sup> at 9:30am in Sacramento.

Meeting adjourned at 9:40 a.m.

Respectfully submitted,

*Original signed by*

Maria Rodriguez  
Executive Assistant (A)  
Corrections Standards Authority

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**ROSTER OF PERSONS IN ATTENDANCE**

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**CSA Board Members**

James E. Tilton, CDCR, Secretary  
Scott Kernan, CDCR, Adult Offenders  
Bernard Warner, CDCR, Juvenile Offenders  
David Bacigalupo, Subordinate Officer  
Robert Hernandez, Subordinate Officer  
Ed Prieto, Sheriff, Yolo County  
Gary Penrod, Sheriff, San Bernardino County  
William Powers, Plumas County Supervisor  
John Ingrassia, Local Detention Facility  
Kim Petersen, Public Member, Represents Interests of Crime Victims  
Carol Biondi, Public Member  
Pamala Gilyard, Rank & File Representative, Juvenile Probation Officer  
Cleo Adams, Rank & File Representative, Deputy Sheriff  
Ms. Karrie Eckhardt, Rank & File Representative, State Parole Officer  
Travis Townsy, Rank & File Representative, State Adult Correctional Facility

**CSA Staff**

C. Scott Harris Jr., Executive Director  
Bob Takeshta, Deputy Director, CFC  
Gary Wion, Deputy Director, FSO  
Debbie Rives, Deputy Director, STC  
Marlon Yarber, Deputy Director, CPP  
Charlene Aboytes, Field Representative  
Leslie Heller, Field Representative  
Melinda Ciarabellini, Field Representative  
Don Allen, Field Representative  
Ron Bertrand, Field Bertrand  
Connie Lucero, Corrections Consultant  
Shaline Hunter, Corrections Consultant  
Kim Bushard, Field Representative  
Dr. John Kohls, Research Consultant  
Dr. John Berner, Research Consultant  
Patricia Sanchez, IT  
Tina Perez, IT  
Sue Roseberry, Division Secretary  
Rosa Pargas, Division Secretary  
Reizo Shibamoto, Division Secretary  
Maria Rodriguez, Executive Assistant (A)

**Guests**

Donna Thierbach, Riverside County Probation Department  
William Harry Munyon, TRG Consulting  
Renee Best, TRG Consulting  
Bert Liebersbach, Monterey County Sheriff's Department  
Ray McLaughlin, Monterey County Sheriff's Department  
Doug Papagni, Madera County Department of Corrections  
Marybeth Strong, Lake County Sheriff's Department  
James Sida, Crout & Sida Consulting  
Paul A. Smith, RCRC  
Robin Hunt, SUNDA  
Steven Hendrickson, San Luis Obispo County Sheriff's Department  
Charles Walters, Orange County Sheriff's Department  
Bill DiYorio, Riverside County Sheriff's Department  
Eileen Melson, Stanislaus County CEO  
Deborah Leong, Stanislaus County  
Brenda Suarez, Stanislaus County Sheriff's Department  
Jeff Webb, El Dorado Sheriff's Department  
John Picone, San Joaquin Sheriff's Department  
Mark Gladstone, Senate Office of Research  
J P Jones, Tuolumne County Sheriff's Department  
Donny Youngblood, Kern County Sheriff's Department  
Crystal Esberg, Lake County Sheriff's Department  
Suzie Cohen, Suzie Cohen & Associates  
Jerry Scribner, Ellison-Wilson Advocacy  
Charles Brinley, SUNDT Construction  
Michelle Cole, San Luis Obispo Sheriff's Department  
Wayne Bilowit, Los Angeles County Sheriff's Department  
Steve Simpuns, Contra Costa Sheriff's Department  
Rosie Lamb, CSAC  
Chris Gold, CCSO  
Michael Walker, Calaveras County Sheriff's Department  
Doug Rieffel, Monterey County Probation Department  
Ron Rockett, Amador County Sheriff's Department  
Kevin Lacy, San Bernardino County Sheriff's Department  
Glen Piatt, San Bernardino County Sheriff's Department  
Debbie Bazan, San Mateo County Sheriff's Department  
Vickie Stephens, Amador County Sheriff's Department  
Ken Culver, San Diego Sheriff's Department  
Edward Escamilla, San Benito County  
Lewis F. McElfresh, Sutter County Sheriff's Department  
Ed Ballard, Calaveras County Sheriff's Department  
Todd Silva, San Joaquin County  
Cheryl Summers-Lane, Tulare County Probation  
Tom Bosenko, Shasta County Sheriff's Department  
Don Van Buskink, Shasta County Sheriff's Department  
Brine Richart, Shasta County Probation  
Gary Ing, Sacramento County Sheriff's Department  
William Crout, Crout & Sida Criminal Justice Consultants, Inc.  
Steve Moore, San Joaquin Sheriff's Department  
Alfonso Granda, Sutter County Sheriff's Department  
Rendell Walker, Sonoma County Sheriff's Department  
Ernie Van Sant, CDCR